



MINUTES PLANNING BOARD JANUARY 22, 2015

Dan Nezol - Regular 2014
Karin Paradis - Regular 2015
James Lemieux - Regular 2015
Richard Long - Associate 2015
Curtis Lunt - Regular 2016
Don Fellows - Regular 2016
Vacant - Associate - 2016

- 1. CALL TO ORDER:** The Chairman, Mrs. Paradis called the meeting to order at 7:30 PM.
- 2. ROLL CALL:** Regular members present were Karin Paradis, Dan Nezol, Curtis Lunt, and Don Fellows. Excused absence was James Lemieux. Associate members present were Richard Long. Also present were Dennis Douglass, Code Enforcement Officer; Councilor Metivier, Councilor Pesce, and approximately 2 members in the audience.
- 3. CHAIR'S REVIEW OF MEETING RULES:**

The Chairman reviewed the meeting rules outlined on the back of each agenda. The Chairman granted Mr. Long voting privileges for this meeting.

- 4. WRITTEN COMMUNICATIONS:**

VOTE (2015-6) Mr. Fellows, seconded by Mr. Lunt moved to approve the minutes of December 18, 2014 as presented. **Order passed - Vote 5-0.**

- 5. PUBLIC HEARINGS: None**

- 6. UNFINISHED BUSINESS**

Case 14-15 Findings of Fact: 23 Lisbon Street
Intended Use: Auto garage business

Mr. Douglass said the Finding of Fact Sheet for the Lisbon Street garage project approved at the last Planning Board meeting is ready for signatures. He said that will go into the official record when that gets back to him.

- 7. NEW BUSINESS:**

APPLICATION FOR PROPOSED RETAIL STORE, DOLLAR GENERAL

Case #15-1 Applicant: Lisbon DMEP X1, LLC (Dollar General)
Property Location: 167 Lisbon Street, Lisbon
Tax Map: U21 Lot 10
Intended Use: Application for proposed retail store

Lee Allen, Northeast Civil Solutions, which is the engineering firm representing the Dollar General store proposed for Route 196. He indicated this lot is located just after the flea market on the other side on the curve that currently has a house and a barn on it. A traffic study was done because this is a busy section on Route 196. There is more than enough room to meet the site distance requirements for entering and exiting the property. They provided a significant landscaping plan to accommodate the design criteria. The proposed building will have a combination of vinyl clapboard and brick siding. All storm-water will be stored and treated on site and will match predevelopment conditions as it leaves the site in the ditch that runs along Route 196.

Mr. Douglass indicated the Planning Board's job is to determine if the application is complete. He provided the board with a checklist to determine whether this application is complete or not. From here we will schedule a public hearing. The board went through the list. Mr. Douglass said that the State Fire Marshall's certificate has not been attached yet, but that he would not consider that missing. It will be attached before it's issued. It was probably sent to them, but it can take a while to get. He indicated that culverts will be checked for size as well before the permits are given. He said the traffic study in the packet has been sent to AVCOG to be reviewed and a response from them will be forthcoming.

Mr. Fellows asked about exterior lighting on the building itself. Mr. Douglass said there is a lighting plan in the application, but it doesn't address the building; they could be asked to show this on their current plan, plus Amanda Bunker's suggestions can be addressed at the next meeting as well.

VOTE (2015-7) Mr. Fellows, seconded by Mr. Lunt moved to accept the Dollar General application as complete. **Order passed - Vote 5-0.**

VOTE (2015-8) Mr. Fellows, seconded by Mr. Lunt moved to schedule a site visit for Thursday, January 29, 2015 at 4:00 PM. **Order passed - Vote 5-0.**

VOTE (2015-9) Mr. Fellows, seconded by Mr. Lunt moved to schedule a public hearing for February 12, 2015 at 7:30 PM. **Order passed - Vote 5-0.**

8. OTHER BUSINESS:

REVIEW C.I.P. FOR 2015

The dead line for getting this to the Council is February 1st. Mr. Fellows stated the roll of the Planning board for the Capital Improvement Plan is making sure items do not conflict with the Comprehensive Plan. Mr. Fellows pointed out that on page 6 the Salt Shed at Public Works is estimated to cost \$20,000 in 2017, 2018, 2019, and 2020. He indicated this may become more of a priority and need to meet other requirements sooner. He mentioned the Salt Shed may need to get pushed ahead of schedule due to well testing and other MDEP requirements.

VOTE (2015-10) Mr. Lunt, seconded by Mr. Long moved to recommend the CIP to the Council as presented. **Order passed - Vote 5-0.**

2011 COMPREHENSIVE PLAN AMENDMENTS

Mr. Douglass stated amendments were discovered when going through the improvements for the downtown grant. We have an approved Comprehensive Plan, but it was amended in 2011 that has since been approved by the state.

9. CODE ENFORCEMENT OFFICIAL BUSINESS:

MS4 DESIGNATION AND WHAT IT MEANS TO THE PLANNING BOARD

Mr. Douglas said there is an unfunded mandate from Washington called MS4 (Municipal Stormwater regulation). This will have an impact in Lisbon as well as surrounding towns. These requirements will affect subdivision approvals and commercial development. Mr. Douglas passed out maps showing the affected areas. Any projects in the designated areas will require more compliance. At this point, this is not required state wide yet, but will be. He indicated fines will be steep for not complying. Audits are handled by the EPA; they can show up within a 48-hour notice. Even the best model towns have been fined.

Mr. Douglass mentioned he was concerned about failing to meet the standards when audited. He indicated the town is working on some ordinances to help us figure out how to comply with the mandates. It could affect many departments in order to comply.

MAPPING PRESENTATION – LISBON’S NEW TAX MAPS AND MAPPING TOOLS

Mr. Douglass presented the new updated Tax Maps. New maps are color coded, and include legends. The Little River Land Survey Company, a locally owned company was hired to research deeds, fix conflicts, and correct roads. We have hard copies of the maps as well as an online version through Google Earth. This shows the different zones, parcels, map and lots, plus current property owners. All the information is available to the public. He indicated that this information will be useful to the planning board for reviewing plans. He pointed out that updates can be done very quickly. Going forward this will be available on the town’s website. It was suggested to have maps dated since updates may be done quarterly. Mr. Douglass would like to have a kiosk available in the future for customers to be able to do research on their own.

DESIGN STANDARDS – ADD TO STANDARD CHECKLIST FORMS

Mr. Douglass said that we would be adding designs standards to the checklist format.

10. ADJOURN:

VOTE (2014-11) Mr. Fellows, seconded by Mr. Long moved to adjourn to workshop at 8:10 PM. **Order passed - Vote 5-0.**

 Jody Durisko
 Administrative Assistant
 Date Approved: _____

** These minutes are not verbatim. A recording of the meeting is on file.*